

Springdale Fire Department

Policy & Procedures Manual

Volume 1 – Administration

Section 102 – Personnel Policy

102.11 – Uniforms

SFD Personnel must be in uniform no later than 0800 hours. Personnel may report to duty in uniform, or change into the uniform upon their arrival at their assigned station.

The daily uniform shirt for line personnel will be the Duty Uniform T-Shirt, or the Duty Uniform Sweatshirt. Company Officers and Shift Commanders will dictate certain activities and times when line personnel will wear a Class A Uniform Shirt. Whenever the decision is made to wear the Class A Uniform Shirt, all personnel associated with that activity will wear the same class shirt. Under no circumstances shall assembled crews wear Duty Uniform Shirts alongside other crews wearing Class A Uniform Shirts.

All uniform items purchased are property of the City of Springdale. When uniforms are retired from service, the Assistant Fire Chief will direct individuals as to the correct means of disposal. Disposed of uniforms shall have all patches and identification removed. All personnel shall maintain their uniforms in a neat and professional manner at all times.

All personnel shall maintain at least one long sleeve and one short sleeve Class A Uniform Shirt with one set of Uniform Brass, and one Uniform Tie (as a minimum) at their assigned station at all times.

The uniform shall be worn only as a complete uniform; portions of the uniform may not be worn alone. Personnel may wear the uniform off duty while reporting to and from work. Personnel may wear the uniform off duty during Springdale Fire Department activities when a uniform is deemed appropriate. The uniform shall not be worn off duty any other times unless permission from the Fire Chief is obtained. At no time shall non-departmental individuals wear any part of the prescribed uniform.

The SFD uniform components that are approved for purchase consist of the Class A Uniform Shirt, Uniform Tie, Class B Uniform Shirt, Duty Uniform Sweatshirt, Duty Uniform T-Shirt, Uniform Belt, Uniform Pants, Uniform Shorts, Uniform Coat, Uniform Ball Cap & Stocking Cap, Uniform Gloves, Uniform Boots, Uniform Shoes, Athletic Sweatpants, Athletic Shorts, Athletic Shoes, and Uniform Brass. Special permission from the Fire Chief is required prior to personnel purchasing a Dress Uniform.

Procedure for Purchasing Uniform Items

All Uniform purchases must be approved by the Assistant Fire Chief. At the beginning of each quarter (January, April, July, & October), SFD Personnel may submit requests for needed uniform items. These requests must be submitted via department to the Assistant Fire Chief. The Assistant Fire Chief will review these requests and respond appropriately. The request should include the type of items being requested and the quantity needed. Some uniform items may be maintained in inventory by the department and available for issue by the Assistant Fire Chief.

Only uniform components identified within this policy are approved for future purchase. No individual purchases of uniform items may be made without obtaining authorization (i.e. e-mail) from the Assistant Fire Chief. The receipt for items purchased shall be turned in to the Assistant Fire Chief for processing once the purchase is completed.

SFD Uniform Components

- **Class A Uniform Shirt**

Make: Flying Cross All Weather Deluxe Tropical

Vendor: Cruse Uniforms

The Class A Uniform Shirt color for Firefighters and Captains shall be nickel gray. The Class A Uniform Shirt color for Chief Officers shall be white. The Class A Uniform Shirt shall have an SFD patch on the left sleeve and an appropriate EMT patch, or flat style American flag on the right sleeve. If an American Flag is worn on the sleeve, the flag is to be “reverse” in orientation with the stars leading. Patches must be centered to the epaulet, one (1) inch down from the shoulder seam. Only one patch will be worn per sleeve. The Class A Uniform Shirt may be long or short sleeve. Long sleeves may not be rolled up or under. Sewn in zippers are allowed if desired.

The Class A Uniform Shirt shall only be worn with a full brass complement. The brass complement shall include a nameplate centered to and located immediately above the right pocket, collar insignia centered on each collar and placed parallel to the collar seam and a badge worn on the left side of the shirt attached at the badge holder tab.

- **Uniform Tie**

Make: Samuel Broom

Vendor: Cruse Uniforms

Tie clasps, if worn, shall match the individual’s color of brass combinations. The tie shall only be worn with the long sleeve Class A Uniform Shirt at formal occasions as directed.

- **Class B Uniform Shirt**

Make: 5.11 Tactical – Professional Polo

Vendor: Cruse Uniforms

The Class B Uniform Shirt shall be an alternative on-duty shirt to the Class A Uniform Shirt for Chief Officers and Fire Prevention Captains. The Class B Uniform Shirt color for Fire Prevention Captains shall be nickel gray. The Class B Uniform Shirt color for Chief Officers shall be white. The “Class B Uniform Shirt” shall have the “Springdale Fire Ems Rescue” logo embroidered on left chest. The rank shall be embroidered on the right chest, level with the “Springdale”. All lettering shall be capital, block style, in blue thread. The first name initial and last name shall be embroidered immediately below the rank for Fire Prevention Captains and Chief Officers.

- **Duty Uniform Sweatshirt**

Make: Hanes Ultimate Cotton, Model S260

Vendor: Monogram It

The Duty Uniform Sweatshirt color for Line Firefighters and Captains shall be nickel gray. The Duty Uniform Sweatshirt color for Chief Officers may be either nickel gray, or white. The Duty Uniform Sweatshirt shall have the “Springdale Fire Ems Rescue” logo embroidered on the left chest and the rank embroidered on the right chest.

- **Duty Uniform T-Shirt**

Make: Hanes Beefy-T

Vendor: Monogram It

The Duty Uniform T-Shirt color for all SFD Personnel shall be nickel gray. The Duty Uniform T-Shirt shall be the department short sleeve t-shirt, or long sleeve t-shirt. The Duty Uniform T-Shirt shall have the “Springdale Fire Ems Rescue” logo silk screened on the left chest and the “City of Springdale Fire Department” logo silk-screened on the back.

- **Uniform Belt**

Make: Don Hume Models B109BW or B111BW

Vendor: Cruse Uniforms

- **Uniform Pants**

**Make: Elbeco Model E7552 & E820-
Perfection Models 1625, 1725, & 1775
Propper Model F520138001**

Vendor: Cruse Uniforms

The Uniform Pant color shall be black. A Uniform Belt, Uniform Boots or Uniform Shoes shall be worn at all times with the Uniform Pant.

- **Uniform Shorts**

Make: Propper Model F526038001

Vendor: Cruse Uniforms

Uniform Shorts are authorized to be worn as part of the regular duty uniform only from May 1 to October 1. A Uniform Belt shall be worn at all times with the Uniform Shorts. Company Officers and Shift Commanders will dictate certain activities and times when personnel will not wear Uniform Shorts and will only wear Uniform Pants. Uniform Shorts may be worn during regular daily duty activities including EMS calls where entrapment potential does not exist. Personnel wearing Uniform Shorts shall always don bunker pants during all responses to any EMS call with entrapment potential (example: industrial accident), all motor vehicle accidents, and all fire related responses.

Uniform Shorts may not be worn during public education events, tours of industrial facilities, or at any other time when the Class A Uniform Shirt is worn. Whenever Uniform Shorts are worn, the prescribed Uniform Boots or Uniform Shoes are the same as if wearing Uniform Pants. White socks are not to show above the footwear. It is preferred (but not mandatory) that crew members dress alike, meaning that either both wear the Uniform Pants, or the Uniform Shorts.

- **Uniform Coat**

Make: Blauer 6120-BLK

Vendor: Cruse Uniforms

The Uniform Coat shall be provided with standard patches as described for the “Class A Uniform Shirt.” The patch for the right sleeve shall be the American Flag. Buttons shall be silver for Firefighters and gold for Officers. The Uniform Coat shall only be worn with a full brass compliment.

The Uniform Coat brass compliment shall include a badge located on the badge tab holder and a nameplate worn on right chest, centered above the right pocket on the same horizontal plane as the bottom of the badge.

- **Uniform Ball Cap & Uniform Stocking Cap**

Make: Proflex

Vendor: Monogram It

The Uniform Ball Cap and the Uniform Stocking Cap will be kept in stock by the Assistant Fire Chief and provided to SFD Personnel as needed. The Uniform Ball Cap or the Uniform Stocking Cap may be worn on-duty as part of the uniform at any time during the shift. At no time will the Uniform Ball Cap be worn facing any direction but forward. SFD Personnel may wear the Uniform Ball Cap off-duty.

- **Uniform Gloves**

Make: Hatch Model NS430

Vendor: Cruse Uniforms

Uniform Gloves are to be worn only in conjunction with the Uniform Coat.

- **Uniform Boots**

**Make: Danner Acadia or Striker
Rocky Paraboot**

**Vendors: Cruse Uniforms
College Shoe Shop**

Black socks shall be worn if three-quarter length Uniform Boots are worn.

- **Uniform Shoes**

**Make: Original S.W.A.T. Model 1151 6" tops
Dunham Model 9005BK
Propet Model MSR003**

Vendors: Cruse Uniforms

Black socks shall be worn with the Uniform Shoes.

- **Athletic Sweatpants**

Make: Lee, Model 72792

Vendor: Monogram It

Athletic Sweatpants are to be worn only for appropriate exercise/physical fitness activities and may also be worn under bunker pants. Athletic sweatpants may not be worn as an alternative to the on-duty uniform.

- **Athletic Shorts**

Make: Augusta Jersey Knit, Model 990

Vendor: Monogram It

Athletic Shorts are to be worn only for appropriate exercise/physical fitness activities and may also be worn under bunker pants. Athletic shorts may not be worn as an alternative to the on-duty uniform.

- **Athletic Shoes**

Make: Nike

Vendor: Sportsco

Athletic Shoes are to be worn only while on-duty for appropriate exercise/physical fitness activities.

Uniform Brass

The Uniform Brass shall consist of a Badge, Nameplate, and Collar Insignia. The brass shall indicate the individuals rank or position. All lettering on the brass shall be black enamel. A minimum of two 2 Badges, 2 Nameplates, and 1 set of Collar Insignia are required to maintain a Class A Uniform Shirt and a Uniform Coat. Badges, Nameplates, and Collar Insignia shall be the type and style as indicated below. The vendor for all Uniform Brass shall be Smith & Warren.

FIRE CHIEF

Badge - Smith & Warren Model No. S274V, Metal Finish - Gold, Center Seal - #C189B
Collar Insignia – Five Crossed Bugles No. C121S, Metal Finish - Gold
Name Plate - Smith & Warren C558A, Metal Finish – Gold

ASSISTANT FIRE CHIEF

Badge - Smith & Warren Model No S274V, Finish – Gold, Center Seal - #C187B
Collar Insignia – Four Crossed Bugles No. C122S, Metal Finish - Gold
Name Plate - Smith & Warren C558A, Metal Finish – Gold

DIVISION CHIEF

Badge – Smith & Warren Model No S274V, Finish – Gold, Center Seal - #C177B
Collar Insignia – Three Crossed Bugles No. C119S, Metal Finish - Gold
Name Plate - Smith & Warren C558A, Metal Finish – Gold

BATTALION CHIEF

Badge – Smith & Warren Model No S274V, Finish – Gold, Center Seal - #C175B
Collar Insignia – Two Crossed Bugles No. C118S, Metal Finish - Gold
Name Plate - Smith & Warren C558A, Metal Finish – Gold

CAPTAIN

Badge - Smith & Warren Model No S274V, Finish – Gold, Center Seal - #C183B
Collar Insignia - Two Parallel Bugles No. C116S, Metal Finish - Gold
Name Plate - Smith & Warren C558A, Metal Finish – Gold

FIREFIGHTER

Badge - Smith & Warren Model No S274V, Finish – Rhodium, Center Seal - #C197B
Collar Insignia – ½” S F D in Rhodium No. C501M
Name Plate - Smith & Warren C558A, Metal Finish – Rhodium